



**Rashtriya Sanskrit Sansthan (Deemed University), G.N. Jha Campus, Azad Park, Allahabad, U.P. 211002**

## **Tender Notice**

Date:12.03.2018

Our institution Rashtriva Sanskrit Sansthan (DU), Ganga Nath Jha, Campus, Azad Park, Allahabad under the Ministry, of HRD. Govt. of India wants to purchase the items given under. So you are kindly requested to provide sealed estimate /quotation of same in favor of The Principal, Rashtriya Sanskrit Sansthan (DU), G.N. Jha Campus, Azad Park, Allahabad on or before 23.03.2018 at 02 PM. Rate may be quoted at the lowest with discount and waiving tax etc. Applicable to Education and central Government institutions. All the details related to the tender are available on our campus website. <http://www.gnjhacampusrsk.org>.

## TENDER FOR SUPPLY OF GODREJ BRAND FURNITURE ITEMS

The Rashtriya Sanskrit Sansthan G. N. Jha Campus, Allahabad invites sealed tenders from the authorized dealers of “**Water Cooler, with RO, Godrej brand Furniture's, & Photocopier (Ricoh) items**” for supply of the following items and model Nos. Subject to the following terms and conditions:

S.I	Description of Items	Quantity	Remark
<b>Water Cooler</b>			
<b>1</b>	Water Cooler (Blue Star) Model - SDix 15150* 150 Liters	02	
<b>2</b>	RO Water Purifiers Kent WONDER 15 Liters Kent ELITE 25 Liters	01 01	
<b>Godrej Furniture</b>			
<b>1</b>	Godrej Buddy Computer Table (with Sliding Plastic KBPT)	50	
<b>2</b>	Godrej computer chair Model - FU4103 with out Arms	50	
<b>3</b>	Godrej Office Table Model: T- 104 1665x900x750mm	01	
<b>4</b>	Godrej Chair 1 str. with Desk let & Shelf	25	
<b>5</b>	Godrej Chair without Arms Model N. CH. 4	25	
<b>6</b>	Godrej 4 Drawer filling Cabinets	02	
<b>7</b>	Godrej Storewel Plain size 1981x916x486mm	01	
<b>8</b>	Godrej Leoma Revolving High Back Chair Model N0 FU9M01A	05	
<b>Photocopier</b>			
<b>1</b>	Ricoh Model N. 2001L with ARDF	01	

## Terms and Conditions: -

1. Tender shall be submitted in 2 parts in the specified formats:
  - (a) Technical bid (Annexure – A)
  - (b) Financial bid (Annexure – B)
2. Technical bid shall contain the following:-
  - (a) Authorization letter issued by the respective brand manufacturers to sell their Products, in the case of Authorized Dealers.
  - (b) Earnest Money Deposit (EMD) of Rs.10,000/- (Rupees Ten Thousand only) in the form of Demand Draft / Bankers" Cheque of scheduled bank drawn in favor of **Principal, Rashtriya Sanskrit Sansthan, G. N. Jha Campus, Allahabad.**
  - (c) Permanent Account Number (PAN)
  - (d) Evidence for having supplied Godrej products to Central Government Departments / Public Sector undertaking in the last one year.
  - (f) Bidder must have Sales Tax Registration. Evidence should be enclosed.
3. Financial bid shall indicate **rate per unit exclusive of all applicable taxes** and duly indicating the applicable taxes and their percentage.
4. The above two bids shall be submitted in 2 separate sealed covers addressed to the **Principal, Rashtriya Sanskrit Sansthan, G. N. Jha Campus, Allahabad 03.00 PM on 23 March 2018.**
5. The sealed covers shall be super scribed with "Technical Bids for supply of i. g. **Water Cooler, Photocopier, & Godrej Furniture items** Separately Technical bids shall be opened **on 23.03.2018 At 03.00 P.M in the presence of bidders at Conference Room, RSS G.N.Jha campus,** at the above address. The financial bids of successful **technical bidders only will be opened subsequently on the same day at 4.00 PM.**
6. Each page of the technical bid containing specification and financial bid should be signed and stamped by the bidder or its authorized signatory.
7. Quotation shall remain valid for a period not less than 90 days after the deadline date specified for submission.
8. The selected suppliers shall be in a position to supply the items within 7 days of placing the purchase orders.
9. The Institute reserves the right to place orders for all or any of the items. \*\*\*
10. The Institute may also increase or decrease the quantity of items. \*\*\*

**Performance Security:**

- a) 5% of total bid/contract value will have to be deposited as performance security in form of Bank Guarantee/ Demand Draft in favor of Principal, **Rashtriya Sanskrit Sansthan, G. N. Jha Campus, Allahabad**. By the lowest evaluated responsive bidder before the award of work. The performance security will be refunded only after the expiry of the contract as specified in the bid document/agreement.
- b) The performance security deposit shall be forfeited in case any terms and conditions of the contract/ agreement etc. infringed or the bidder fails to complete the supply in time.

**11. Other Terms & Conditions:**

- (a) The Campus reserves the right to proposed/postponed/cancelled the bid, the bidder will have to abide with the decision.
- (b) Payment shall be made after the supply and submission of bills which will be subject to satisfactory supply (certified by the committee constituted for the purpose). Personnel In Charge will certify the quality and quantity of the items supplied/ work done as per specifications and recommend accordingly the extent of payment.
- (c) No preference will be given to any bidder of class of bidders, either for the price or for other terms and conditions.
- (d) Quotation may be submitted on the printed letter head of the bidder in the prescribed format supplied with I FQ.
- (e) Successful bidder will have to enter into an agreement with this Campus for timely execution of the Purchase order.
- (f) No payment will be made for any damage of goods supplied. When delays in delivery of goods, completion of work or failure of the goods or works to meet performance requirements would result in extra cost, or loss of revenue or loss of other benefits to the implementing agency.

-Sd.-

***Principal***

Rashtriya Sanskrit Sansthan (Deemed University),  
Ganganath Jha Campus, Azad Park,  
Allahabad, U.P. 211002

**TECHNICAL BID DOCUMENT FOR SUPPLY OF ITEMS**

1. Name of the Party:
2. Address (with Tel No. & Fax No.)
3. Contact Person(s) with Designation:  
(With Mobile No. & Mail )
4. Details of Sales Tax Registration along with evidence:
5. Authorized letter issued by the respective brand Manufacturers to sell their products : (YES / NO) enclosed
6. Permanent Account Number (PAN) :
7. Evidence for filing of IT returns along with a  
Certified copy of the P & L Account and Balance sheet for the Financial year 2015-16 (Asst. year 2016-17) to be enclosed:
8. Earnest Money Deposit (EMD) details:

**DECLARATION**

I/we \_\_\_\_\_ hereby certify that the information furnished above is true and correct to the best of my/our knowledge. I/we understand that in case any deviation is found in the above statement at any stage, I/we will be blacklisted, my/our Earnest Money Deposit (EMD) forfeited and that I/we will not have any dealing with the Institute in future.

(Signature of Authorized Signatory with date)

**FINANCIAL BID DOCUMENT FOR SUPPLY OF GODREJ FURNITURE, WATER COOLER, RO, & PHOTOCOPIER MACHINE.**

1. Name of the party:
2. Address (with Tel No. & Fax No.) :
3. Contact Person(s) with Designation:  
With Mobile No.
4. Rates (Both in words and figures):

<b>Sl. No.</b>	<b>Description of items</b>	<b>Qty.</b>	<b>Rate Per Unit (including GST)</b>	<b>Total (Rs)</b>
1-	Water Cooler (Blue Star) Model - SDix 15150* 150 Liters			
2-	RO Water Purifiers Kent WONDER 15 Liters Kent ELITE 25 Liters			
<b>Photocopier Machine</b>				
1-	Ricoh Model N. 2001L with ARDF			
<b>Furniture</b>				
1-	Godrej Buddy Computer Table (W/o Sliding Plastic KBPT)			
2-	Godrej computer chair Model - FU4103 with Arms			
3-	Godrej Office Table Model: T- 104 1665x900x750mm			
4-	Godrej Chair 1 str. with Desk let & Shelf			
5-	Godrej Chair without Arms Model N. CH. 4			
6-	Godrej 4 Drawer filling Cabinets			
7-	Godrej Storewel Plain size 1981x916x486mm			
8-	Godrej Bravo Visitor Chair Model N0 FU9M02A Mid Back + Head Rest			
<b>Grand Total (Rs.)</b>				

(Signature of Authorized Signatory with date)